

Undergraduate Research Summer Institute Grant (\$5,000-\$15,000) Summer 2020

Application DEADLINE 5:00 PM on April 10, 2020

The purpose of the UVU Undergraduate Research Summer Institute Grant (URSIG) is to enhance and support undergraduate research. UVU believes that exceptionally capable and well-motivated students should have the opportunity to participate in innovative research within their field of study. This grant is designed to support students by engaging them in meaningful scholarly and creative activities with the help of a faculty mentor over summer 2020 (May 13 - August 14). A faculty member must complete this application.

Faculty Information:

This URSIG application is the first part of a three-part process. The information below will help the committee identify viable projects that have a good probability of impacting student completion and retention or of undergraduate research participation. Principal Investigators of projects chosen will be asked to work with the Title III director to further develop the project. We want to do this in a collaborative process.

Disclaimer:

In preparation for UVU accreditation for a HIP project, OEL is developing a 10 - min survey to measure the level and type of engagement in classrooms. The instrument is NOT meant to evaluate individuals. Accordingly, any HIP specific funded project is required to administer this survey to the students who benefit or participate in the HIP project, in order to measure the type and level of engagement of the HIP funded courses. All projects that have an Intellectual Property component will be governed by UVU IP Policy 136 (<https://www.uvu.edu/policies/manual.html>). UVU owns all IP created through a URSIG grant as such financial support constitutes a significant use of UVU resources. If a creator wishes to bring their own prior IP into a URSIG project, a contract between UVU and the creator must be entered into prior to beginning the URSIG project, the contract including a description of the prior IP, ownership rights and licenses, and any revenue sharing. The creator must take the initiative in completing this contract prior to beginning any URSIG project. If such contract is not completed, and the creator receives funding for the URSIG project, UVU will have full ownership of the IP in the resulting work.

Project Information

Principal Investigator Name: (Last, First MI) _____

Title: Faculty Staff Adjunct Administration Non-Academic Faculty Other -----

UVID: _____

Phone Number: _____

Email Address: _____

College (choose one):

Department (choose one):

Date Submitted: _____

Additional Applicants, students and faculty: (to include Name, UVID, Level, Department, College and Email address).

Project Title:

Student Participation (please indicate the number of participants involved in the following categories. If unsure, provide an estimate. If approved you will be required to provide UVID's for each participant).

Freshman: Sophomore: Junior: Senior: Faculty/Staff:

Project Type: _____ Research _____ Engaged Learning (HIP)

(Detail below the following: Research Project, specify the type of data that will be collected. Engaged Learning [HIP] identify the courses and sections targeted)

Project Abstract: (required, must be between 100 and 17000 characters)

Purpose of the project: (required, must be between 100 and 17000 characters)

Evaluation Methodology: (approximately 2-3 pages, between 500 and 20000 characters, Required)

Please provide a thorough description of the evaluation methodology. In your answer please address the following:

- a. Describe how data will be gathered
- b. Number of potential students affected
- c. Appropriate comparison groups
- d. Explain any test instruments or questionnaires to be used for assessment
- e. Describe the process of data analysis.

Expected Outcomes (approximately between 200 and 17000 characters).

Please describe any products or publications as a result of this project).

1. Research Projects: describe clearly the role of each student in the team, and how this will contribute to their learning? URSIG Research projects require at least two students involved and at least one faculty member.
2. Engaged Learning project, please describe how the project will affect the students/class.

A large, empty rectangular box with a thin black border, intended for the applicant to provide details for the research or engaged learning projects as requested in the questions above.

Budget Request

Requested Budget: \$ ----- (Funding begins May 13 and ends on August 13)

Budget Narrative: Please **thoroughly** describe your budget requests. Account for differences between amounts requested from **URSIG** and the total project amounts for each expense category. Include names of other resources of funding (foundations, state/federal/local agencies, corporations, private donations, etc.) and corresponding amounts. Please indicate if these funds have been secured or if they are still pending.

Allowable expenses (although each item below will be considered for funding, a strong justification is required):

1. Faculty stipends
2. Specialized equipment. However, if the equipment makes up a large percentage of the budget, projects will likely be ranked low.
3. Stipends for guest presenters, experts, etc.
4. Student salary (must be hired through Human Resources in ALL situations).
5. Other project related expenses.

Non-allowable expenses:

1. Computers
2. Commonly available equipment and supplies
3. Study Abroad
4. Travel (personnel and students)
5. Non-exempt Staff and Adjunct Faculty stipends.

Attach your budget spreadsheet here:

Principal Investigator

The **Principal Investigator** must sign the form below to indicate they have read and understood UVU's policies and procedures (www.uvu.edu/policies/officialpolicy). The grantee must also receive proper approval from the IRB if the project involves research concerning human subjects and will abide by all General Terms and Conditions of URSIG Grants*. Identifying any special terms and conditions at the outset is critical to assure appropriate post-award management of the grant. Acceptance of funds implies acceptance of these terms and conditions. Failure to comply will result in appropriate action relative to university policies and procedures. (e.g. if unauthorized funds are spent, those funds must be repaid through the grantee's department or school).

*General Terms and Conditions of URSIG Grants

Acceptance of a URSIG grant to conduct an approved project obligates the receiver to use the funds as specified in the approved grant application and within university policy, state and/or federal regulations. Any change in the scope or direction of an approved project must be reported to the Office of Engaged Curriculum prior to implementing the change.

When accepting a grant from the URSIG program, the grantee must become familiar with all relevant university policies, as well as any state or federal statutes, regulations, etc. that may apply. The Office of Compliance Services can assist grantees in addressing such obligations. The grantee must comply with the General Guidelines for Managing a URSIG Grant, including the timely designation of a responsible party to oversee the financial obligations of the grant. **Funds cannot be accessed until the grantee has read all Orientation documentation and receives a BANNER index.** It is important that the grantee put in place a sound plan for maintaining appropriate documentation of expenses and expenditures at the outset of a project. A plan for reporting project outcomes should be completed as early as possible in the project.

After the application process has been completed and received by the Office of Engaged Curriculum, you will receive a confirmation email. If you have any questions regarding this or any part of the process please email Ala'a Alsarhan at alaa.alsarhan@uvu.edu or call 801.863.5270, located in BA 110G.

Printed Name: _____ Signature: _____ Date: _____

Department Chair

I understand the scope of this project and fully support it.

Does this proposal include funding for course re-assigned time? YES NO

If yes, do you agree to allow the applicant one course re-assigned time? YES NO

Comments:

Printed Name: _____ Phone: _____ Email: _____

Signature: _____ Date: _____

Financial Manager

I have reviewed this proposal and agree that it conforms to the budget rules of the University.

Comments:

Printed Name: _____ Phone: _____ Email: _____

Signature: _____ Date: _____

Dean

I understand the scope of this project and fully support it. I have reviewed this proposal and agree that it conforms to the budget rules of the University.

Does this proposal include funding for course re-assigned time? YES NO

If yes, do you agree to allow the applicant one course re-assigned time? YES NO

Comments:

Printed Name: _____ Phone: _____ Email: _____

Signature: _____ Date: _____